

*Handwritten notes:*  
200  
L...  
M...

**MEMORANDUM OF CONVERSATION - 25 November 1952**

**SUBJECT: Foreign Language Reference Materials**

**PARTICIPANTS:**

[Redacted Name]

Mr. Bagnall, FDD

[Redacted Name]

OCD

50X1

50X1

1. The following agreements were reached with respect to the OTR proposal for the establishment of an interdepartmental committee on foreign language reference material.

a. OTR will prepare the terms of reference for the inventory of foreign language lexical materials that have been published. Such terms of reference will take into account the priority of languages and subjects within the languages. Copies of this will be sent to FDD, OCD, DD/P-OIS, and OIC. OIC will check to make sure that all parties concur in the proposed terms of reference.

b. OCD will arrange either through its own staff or by the development of an external contract, possibly with the Library of Congress, for the production of the inventory within the prescribed time limit.

c. OIC will immediately procure information regarding existing external research contracts in the Government which have been let for the development of lexical materials. Upon completion of this assignment OIC will make this information available to OTR, FDD, DD/P, and OCD and will raise for consideration what other agencies of Government should be also recipients. OIC will arrange for subsequent necessary dissemination of that information.

d. A memorandum embodying the foregoing plans will be prepared by OIC, cleared with the interested offices, and dispatched to the IAC agencies, inviting their representatives to attend a meeting for the purpose of canvassing their views with regard to the plans laid out above.

e. Consideration of the establishment of an interdepartmental committee will be postponed pending the completion of the inventory of published lexical materials and of existing U. S. governmental external research contracts for the development of lexical materials,

**SECRET**

**SECRET**

SECURITY INFORMATION

it being understood that a major purpose of the interdepartmental committee would be to consult and obtain agreement regarding the letting of contracts for the development of lexical materials in a systematic and non-duplicating way. It was also understood that should problems arise which show a need for establishing a committee earlier than noted above any interested party should make this need known to OIC at which time the matter will be re-opened.

JAMES Q. REBER  
Assistant Director  
Intelligence Coordination

cc: DD/I  
DD/P-OIS  
AD/ER  
AD/SI  
AD/CD  
AD/O ✓  
D/TR

**SECRET**

Assistant Director for Intelligence  
Coordination  
Deputy Assistant Director for Operations

7 NOV 1952

Proposed Inter-Departmental Committee on Foreign Language Reference  
Materials

- REF. : a. Memo dated 9 October 1952 from Director of Training to AD/IC,  
same subject.
- b. Memo dated 13 August 1952 from Acting Chief, FDD, to AD/IC,  
subject: Identification and Procurement of Reference Material  
for FDD Exploitation.

1. Reference a. recommends FDD provide analytical and evaluative  
support to subject committee on foreign language reference materials.

2. To the extent outlined in Reference b. FDD will continue such  
support as it now provides to CIA offices and to language sections of  
other IAC agencies. The current amount of FDD assistance may be  
sufficient for at least the initial stages of committee activity.

3. Research and development of new reference materials, however,  
is outside the scope of FDD's mission. FDD lexicographical assistance  
to the proposed committee therefore cannot be increased or intensified  
beyond its current service to IAC offices and agencies in view of  
T/O limitation.

J. LAROQUE, JR.

cc: Director of Training  
Chief, FDD

RSL:ns  
Addressee 0 & 1  
00 - 2 ✓

SECRET

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Assistant Director for Operations

DATE: 5 November 1952

FROM : Chief, Foreign Documents Division

SUBJECT: Proposed Inter-Departmental Committee on Foreign  
Language Reference Materials

REFER : (a) Memorandum for AD/OIC from Director of Training dtd  
9 October 1952, same subject as above  
(b) Memorandum to Chief, FDD from DAD/00 dtd 28 October  
1952, same subject as above

1. The proposal recommends that FDD provide analytical and evaluative support on foreign language reference materials to the committee. Actually such support is presently being provided by FDD to the offices of CIA and the language sections of the IAC agencies. The Division will continue to provide this assistance.

2. Research and development of new materials is beyond the scope of FDD's mission and could assume proportions requiring a substantial number of personnel. The Division is not authorized sufficient personnel to meet present exploitation requirements and therefore augmentation for "extra-curricular" activity is most improbable.

3. From working level liaison it does not appear that the IAC agencies desire the type of centralized development as is suggested by Reference (a).

[Redacted Signature Box]

J. J. BAGNALL

50X1

SECRET

**SECRET**

Security Information

9 October 1952

**MEMORANDUM FOR:** Assistant Director, Office of Intelligence Co-ordination

**SUBJECT :** Proposed Inter-Departmental Committee on Foreign Language Reference Materials

**REFERENCES :**

- A. Memorandum dated 5 Aug from AD/IC to FD/P, AD/RE, AD/CI, AD/O, AD/CD, D/TR, and AD/TS, subject: Proposed Charter of Inter-Departmental Committee on Foreign Language Reference Materials.
- B. Memorandum dated 12 Aug from AD/IC to AD/O and D/TR, subject: Proposed Inter-Departmental Committee on Foreign Language Reference Materials.
- C. Memorandum dated 13 Aug from Acting Chief, FDD, to AD/IC, subject: Identification and Procurement of Reference Material for Exploitation in FDD.

1. Reference C clearly indicates that FDD's requirements are adequately met by existing foreign language reference materials, and that, therefore, FDD has no requirements for the development and production of new foreign language reference materials.

2. The reason for FDD's lack of requirements for the development of new materials appears to this Office to be that the extraordinary range of language skills represented on the FDD staff allows it to make use of bi-lingual reference materials in two foreign languages. Existing materials, however, are inadequate for various intelligence purposes where personnel concerned do not have FDD expertise, either in language competence or in number of languages. Such expertise may not be presumed in most cases, particularly overseas. The existing materials are also inadequate for the purpose of foreign language training. It is in order to remedy these two types of inadequacies that the subject committee has been proposed.

3. In view of the foregoing, the statement of mission of the proposed committee should be revised to specify with absolute clarity that the prime interest of the committee is the development of new foreign language reference materials required to meet governmental needs in various intelligence activities and in foreign language training. The proposed committee is not concerned with existing materials except insofar as the evaluation of such materials is needed to determine governmental requirements for new materials.

**SECRET**

Security Information

**SECRET**

Security Information

4. The effective operation of the proposed committee requires the support of a linguistic research staff as a permanent working group of the committee. The functions of this staff would be to analyze the governmental requirements developed by the committee, to evaluate existing materials, and to make recommendations to the committee on the suitability of such materials to meet specified requirements.

5. Reference B indicates that general agreement has been reached by the Offices of the Agency with respect to the establishment of the committee and the responsibility within the Agency for supporting the committee.

6. With respect to Paragraph 2 of Reference b, the Office of Training, in May 1952, proposed a project for the preparation of Chinese language training material. In order to determine the validity of the project, FDD agreed to undertake the evaluation of available Chinese language reference materials. OOD is collecting these materials. O/TR's decision to proceed with this project will be based on FDD's recommendations. In this case, the functions of the committee are being performed at the Agency rather than the governmental level. O/TR is unable to estimate the number of personnel necessary for FDD to perform the linguistic research function at the governmental level, but it is doubted that it could be undertaken with their present on-duty strength. Similar requirements may arise within any Office of the Agency. However, other governmental agencies may also have similar requirements and may be expending equivalent sums of money for the same objectives, so that the existence of the committee would undoubtedly result in substantial savings to the government.

7. It is the view of this Office that FDD has the capability of performing the analytical and evaluative functions of the linguistic research staff.

8. It is therefore recommended:

- a. that FDD be given the responsibility of providing analytical and evaluative support to the proposed committee with assistance from O/TR, and that it increase its T/C as required for this purpose;
- b. that the attached re-draft of the charter for the proposed committee be approved and processed to the IAC Agencies.

MATTHEW BAIRD  
Director of Training

Attachment

**SECRET**

CONFIDENTIAL  
SECURITY INFORMATION  
PROPOSED CHARTER

OF AN

INTERDEPARTMENTAL COMMITTEE ON  
FOREIGN LANGUAGE REFERENCE MATERIALS

MISSION

1. The mission of this committee is to identify, coordinate and meet governmental requirements for the development of new language reference materials needed for various intelligence activities and for foreign language training, where existing materials are found to be inadequate or where materials are non-existent.

DEFINITION

2. For the purpose of this charter, "language reference materials" include foreign language dictionaries, glossaries of military scientific, technological, and other specialized terms pertinent to intelligence activities, and other related materials.

RESPONSIBILITIES

3. The responsibilities of the committee include:

a. the determination of governmental requirements for foreign language reference materials and the establishment of priorities for meeting them;

b. the assessment of the adequacy of available foreign language reference materials in the light of governmental requirements and priorities;

c. the evaluation of the facilities and capacities of governmental and non-governmental agencies and institutions to produce such materials;

d. the development of plans and projects for the production of the required materials;

CONFIDENTIAL

CONFIDENTIAL

e. the exchange of information regarding contracts or agreements with governmental agencies and private institutions for the production of such materials and their maintenance on a current basis.

METHODS OF PROCEDURE

4. The committee may develop its own procedure including the establishment of working groups as may be required.

MEMBERSHIP

5. The permanent membership of this committee shall consist of an appropriate intelligence representative from each of the following: the Central Intelligence Agency (serving as chairman of the committee), the Joint Staff, the Army, the Navy, the Air Force, and the Department of State. Other agencies should be invited to participate as their interests require.

CONFIDENTIAL

Chief, Foreign Documents Division

28 October 1952

Deputy Assistant Director for Operations

Proposed Inter-Departmental Committee on Foreign Language  
Reference Materials

1. Returned to you herewith is memorandum dated 9 October 1952 from Director of Training to the Assistant Director for Intelligence Coordination on subject.

2. It would appear to me that FDD would be departing from its assigned functions if time and effort were spent in the development and production of foreign language reference and training materials. I also do not believe that under the present T/O of FDD we have excess positions with which to man a linguist research staff as a permanent working group for the proposed committee.

3. It is also questionable whether in any case FDD should provide such a service on a government-wide basis.

4. I would appreciate your forwarding your comments on subject memorandum for Mr. Carey as a basis for a memorandum to the AD/IC.

J. LAROCQUE, JR.

Encl.

*(no copy retained for our file)*

JL:mbl

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Assistant Director for Operations                      DATE: 24 October 1952

FROM : P&C Staff, 00

SUBJECT: Proposed Inter-Departmental Committee on Foreign Language Reference Materials

REF. : (Enclosed) Memo dated 9 October 1952 from Director of Training to AD/IC, same subject

1. Believe this again involves what would be an untimely FDD assumption of work beyond its current function, especially in view of the threatened T/O reduction. (Reference also (a) consideration of a Latin America unit, (b) incorporation of English-language source materials in FDD publications.)

2. On 5 August 1952 at the OIC meeting called to consider OTR's proposal for the subject committee, only OCD's representative felt that there is not need for such a committee. At OIC's meeting the undersigned ventured to state the possibility that some needed reference materials could be handled profitably through such a committee as OTR proposed, or, without a committee, by direct cooperation between offices concerned (as between OTR and FDD regarding Chinese language textbooks).

However, if the still questionable need for the committee can be proven and it then is set up on the basis of savings to the Government, any FDD responsibility must be limited to IAC member agencies.

FDD's part is questionable if only justified in the name of economy, i.e., utilizing existing facilities, such as only FDD has, for the analytical and evaluative support recommended in paragraph 8a. of Reference.

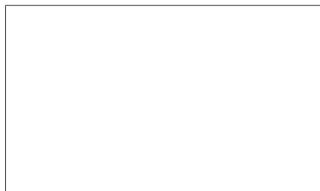
3. I believe that FDD should not be the clearing house for the special (reference materials) requirements of other offices, unless FDD's current T/O would suffice, because FDD, familiar only with its own needs for reference materials, could and should not always assess these materials to meet other offices' needs.

4. Recommend forwarding the enclosed to FDD for comment, questioning whether FDD can afford, ~~and~~ without T/O increase (or with T/O reduction), to consider work such a far cry from its assigned function. (If FDD wants to accept this job, it would seem to me indicative of

counter-currents of purpose within FDD:

(1) to emphasize "exploitation," minimize translation service;

(2) to give special services (such as support to subject committee, unrestrained translation service, etc.) always at the expense of its (NSCID ?) common service, "exploitation" mission.



50X1





*reclassified in view of current T/O limitations.*

The current amount of FDD  
assistance may be sufficient for  
at least the initial stages of  
Committee activity.